

STATE HISTORICAL RECORDS ADVISORY BOARD

Minutes

The State Historical Records Advisory Board (SHRAB) met in conjunction with the Archives Week Coordinating Committee on September 18, 2002 at 10 a.m. in the Board Room at the Kentucky Department for Libraries and Archives (KDLA). Board members present were: Richard Belding, Coordinator; Barbara Teague, Deputy Coordinator; Rebecca Ryder, University of Kentucky (UK); Sue Lynn Stone, Western Kentucky University (WKU); Dr. James Greene, Harlan Independent Schools; Kevin Graffagnino, Kentucky Historical Society (KHS); and Yvonne Baldwin, Morehead State University (MSU). Archives Week Committee members present were: Jim Holmberg, Filson Historical Society; Mary Winter, KHS; Whitney Baker, UK; Jim Cundy, Chair of the Kentucky Council on Archives (KCA); Larry LaFollette, Southeast Community College (SOUCC); and Clara Keyes, MSU. Also present was Connie Renfro, Public Records Division Secretary. Not present were: Mary Margaret Bell, University of Louisville and Robin Rader, Lexington Public Library.

Belding welcomed members of the SHRAB and the Archives Week Coordinating Committee. Teague, chair of the Archives Week Committee, gave an update on the Archives Week Committee accomplishments. Teague mentioned that Tom Rosko, UK, would be replacing Whitney Baker as Vice-Chair of KCA and on the Archives Week Committee. Teague said that there is a web site for "Archives Week" listing the different events such as open houses, talks, tours, etc. at various locations. The Committee had agreed that the first Archives Week Award would be presented to Dr. Thomas D. Clark at the Kentucky Council on Archives fall meeting on October 4th. From that time on, the award would then be known as the Thomas D. Clark Kentucky Archives Week Award. Members gave a brief update of activities planned at their sites during "Archives Week."

KDLA will be hosting the 20th Building Anniversary on October 8th and guest speakers will be Dr. Lewis Bellardo, Deputy U.S. Archivist, Dr. Thomas Clark and Vernon Cooper. KDLA would also be presenting a session on the 1930 census. WKU will have a lunch time learning series on "Treasurers in the WKU Archives" and "Treasurers in the Photographs of the Kentucky Library." In addition to that, a link from the university archives web page to the "Archives Week" web page will be available. On October 10th, MSU, will present workshops on records management, and possibly have an exhibit. Ms. Keyes said she had spoken with the city and county clerks about doing a joint proclamation. SOUCC planned to send a press release to targeted newspapers in Bell, Harlan and Letcher counties along with an article on archives, how they are used, and their importance in society. SOUCC also planned to host an open house of their archival collections. The Filson Historical Society will give a tour of Lewis and Clark Exhibits on October 8th. There will also be a segment that would air on October 11th on WTVQ that will feature part of the exhibit and interviews of various people involved with Lewis and Clark from the Louisville and Ohio area. KCA's fall meeting will feature speakers Dr. J. Blaine Hudson and Dr. Eugene Conner, both speaking on issues of Lewis and Clark. On October 7th, Mr. Cundy will be speaking about local records and genealogy to a group of genealogists and interested citizens at the Fayette County Genealogical Society meeting. UK planned to have an exhibit that will highlight the different collections within their special collections. On October 10th, KHS planned to have archival staff stationed throughout the "Kentucky Journey" exhibit to talk about archival material in the exhibit. In conjunction with that, KHS will construct a web piece to highlight some of the manuscript materials that are relevant to the exhibit. KHS worked closely with their education and museum theater staff. Characters (developed from archival materials, diaries, and scrapbooks) will be presented in the exhibit context, in the environment that were developed wholly from archival materials, diaries, and

scrapbooks) will be presented in the exhibit context. KHS will also be provide an opportunity for people to bring in their papers and photographs for examination and have their questions answered. September 30th was scheduled for the signing of the proclamation of "Archives Week" by the Governor. A final copy will be placed on the web site. Belding stated that the Lexington-Fayette Urban County Government was also working on a proclamation scheduled for October 1st. Some other items Teague mentioned were that the Mason County Museum was having an exhibit of their early county documents and that several public libraries were also having exhibits. Teague suggested that members might consider contacting local newspapers. The bookmark created for "Archives Week" was available for handout to the SHRAB and Archives Week Committee members to distribute in their areas. Teague stated that bookmarks had already been distributed to public libraries and other repositories by mail. Teague had also been working on a general press release that could be used by any member, who could personalize it and then distribute it. Belding and Teague commended the members of the Archives Week Committee for their participation and the work accomplished in such a short period of time. There being no further business to discuss, the Archives Week Committee meeting was adjourned at 10:35 a.m.

The SHRAB then proceeded with their portion of the meeting.

Belding mentioned that Matthew Schoenbachler, who was a SHRAB board member, had accepted an academic position at the University of Northern Alabama. Belding asked Board members for suggestions on possible candidates to fill this vacancy. Dwayne Bolin from Murray University and James Ramage from Northern Kentucky University were suggested.

Teague gave an update on the Council of State Historical Records Commission meeting which was held in July, 2002 in Denver, Colorado. She mentioned that the manual for both state coordinators and board members was being revised and should be completed by the first of next year. Updates were available on COSHRC's website. Teague stated a National Historical Publications and Records Commission (NHPRC) grant application had been submitted on behalf of the Kentucky SHRAB to request funds for administrative support. The grant would cover board members' travel expenses, meals, etc. The majority of the grant would be used to hire a marketing consultant to help plan the marketing aspect of the strategic plan.

The Board then discussed the resubmission of UK's photographic collections grant application. This grant had previously been approved by this Board and recommended to NHPRC. NHPRC had put this grant into a class of worthy of funding, if funds were available. UK revised and improved the proposal and is now resubmitting it to NHPRC. Belding asked Board members to take the grant application home, review, and then submit their grant evaluations by October 4, 2002 to Ms. Teague. Greene suggested that it would be helpful for Board members to have a copy of comments made by NHPRC's reviewers to the grant applicants to give Board members.

The Board then reviewed the Draft Strategic Plan. Changes made to the plan are attached.

LaFollette spoke on the Southeast Community College Outreach Program. He teaches the courses on museum management, archives and records management. The next session will be on file management. Introductory courses are available on these subjects and advanced courses will also be offered.

Cundy spoke on the Local Records workshop held at the Northern Kentucky Area Development District. The Local Records branch is attempting to have four workshops each year. The next workshop is planned at the Barren River ADD. Training credits are given to county clerks, which help ensure attendance.

The minutes of the last meeting were reviewed. A correction was made on the second page, 3rd paragraph, last sentence. It should read "Greene suggested interviewed on the Hazard, " instead of Harlan. Stone made a motion to approve the minutes as corrected, seconded by Greene.

There being no further business to discuss, the meeting adjourned at 2:00 p.m.